

**COURSE OF STUDY** Cultural Heritage (L-1)

**ACADEMIC YEAR** 2023-2024

**ACADEMIC SUBJECT** Archival Science

General information	
Year of the course	2 <sup>nd</sup> year
Academic calendar (starting and ending date)	2 <sup>nd</sup> semester
Credits (CFU/ETCS):	9
SSD	Archival Science, Bibliography and Library Science (M-STO/08)
Language	Italian
Mode of attendance	Attendance is governed by the Didactic Regulations of the course of study (art. 4.2)

Professor/ Lecturer	
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Virtual room	
Office Hours (and modalities: e.g., by appointment, on line, etc.)	In the second semester, in presence, before or at the end of the lessons. Or by appointment, in presence or remotely, but always please contact the teacher in advance at the e-mail address <a href="mailto:antonella.trombone@uniba.it">antonella.trombone@uniba.it</a>

Work schedule			
Hours			
Total	Lectures	Hands-on (laboratory, workshops, working groups, seminars, field trips)	Out-of-class study hours/ Self-study hours
225	63		162
CFU/ETCS			
9	9		

<b>Learning Objectives</b>	The aim of the course is to develop an awareness of the main theoretical and methodological aspects of the archival discipline and to provide knowledge of both the standards and models of archiving and the creation, management, inventorying and valorization of analogue and digital archives.
<b>Course prerequisites</b>	The student must have acquired the cultural and disciplinary knowledge provided by high school study programs.

<b>Teaching strategie</b>	The course is divided into lectures that provide the student with the notions of both archival theory and history of archives necessary for the performance of archival activities; monographic lessons, seminars and educational visits that provide the student with insights on central issues for the development of the discipline.
<b>Expected learning outcomes in terms of</b>	
<b>Knowledge and understanding on:</b>	<ul style="list-style-type: none"> <li>○ The student will acquire adequate knowledge and understanding of the main theoretical and methodological aspects of the archival</li> </ul>

	discipline, from document management to documentation selection practices, to the activities that accompany archives in the permanent preservation phase.
<b>Applying knowledge and understanding on:</b>	<ul style="list-style-type: none"> <li>○ The student will acquire the necessary skills to know the rules of intervention in an archive, the main archival theories and practices and their evolution over the centuries</li> </ul>
<b>Soft skills</b>	<ul style="list-style-type: none"> <li>● <i>Making informed judgments and choices</i> <ul style="list-style-type: none"> <li>○ At the end of the course, the student will develop the ability to critically and autonomously sift and interpret a source, the role of documentation in the construction of knowledge, and the opportunities and problems that have arisen with the introduction of digital technology.</li> </ul> </li> <li>● <i>Communicating knowledge and understanding</i> <ul style="list-style-type: none"> <li>○ At the end of the course, the student will be able to understand and use the language of the discipline, and how to communicate it both within the archival community and to the archival public.</li> </ul> </li> <li>● <i>Capacities to continue learning</i> <ul style="list-style-type: none"> <li>○ At the end of the course, the student will be able to independently address and solve the main problems that arise in working with analogue and digital archival sources.</li> </ul> </li> </ul>
<b>Syllabus</b>	
<b>Content knowledge</b>	<p>Approaching the archive  Historical evolution of the archival concept  The Italian Archival Administration  Document management policies and strategies  The archive in formation  The depository archive  The historical archive  The accessibility of archival documents  The archivist profession</p>
<b>Texts and readings</b>	<p>-- PATRIZIA ANGELUCCI, <i>Breve storia degli archivi e dell'archivistica</i>, con un'«Appendice documentaria» a cura di Maria Grazia Bistoni Colangeli, nuova ed., Perugia, Morlacchi, 2017. (p. 1-136)  -- GIORGETTA BONFIGLIO-DOSIO, <i>Primi passi nel mondo degli archivi: temi e testi per la formazione archivistica di primo livello</i>, 5ª ed., Padova, CLEUP, 2023.  -- FEDERICO VALACCHI, <i>Diventare archivisti: competenze tecniche di un mestiere sul confine</i>, Milano, Bibliografica, 2015.</p> <p>Recommended, optional readings:  -- DIANA TOCCAFONDI, <i>Gli archivi letterari del Novecento: un laboratorio per la collaborazione tra professionisti</i>, in <i>Conservare il Novecento: gli archivi culturali</i>, a cura di L. Desideri, G. Zagra, Roma, AIB, 2010, p. 39-46.  -- LUIGI CROCETTI, <i>Le biblioteche di Luigi Crocetti: saggi, recensioni, paperoles (1963-2007)</i>, a cura di Laura Desideri e Alberto Petrucciani, Roma, AIB, 2014, <b>solo i saggi</b> del capitolo 7, <i>Conservare il Novecento</i>, (p. 497-542).</p>
<b>Notes, additional materials</b>	<p>Teaching materials related to the course topics will be distributed during the lectures.</p> <p>The syllabus is the same for attending and non-attending students.</p> <p>In order to satisfy particular student interests, additional readings may be arranged with the lecturer, but not in place of the compulsory ones.</p>
<b>Repository</b>	
<b>Assessment</b>	

Assessment methods	Oral examination
Assessment criteria	<ul style="list-style-type: none"> <li>• <i>Knowledge and understanding</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate the ability to analytically and discursively organise knowledge related to the topics addressed during the course.</li> </ul> </li> <li>• <i>Applying knowledge and understanding</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate that he/she has acquired the necessary skills to be familiar with the rules of intervention in an archive, the main archival theories and practices and their historical evolution, limited to the topics addressed during the course.</li> </ul> </li> <li>• <i>Autonomy of judgment</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate the ability to critically and independently sift through and interpret sources, the role of documentation in the construction of knowledge, and the opportunities and problems that have arisen with the introduction of digital technology.</li> </ul> </li> <li>• <i>Communicating knowledge and understanding</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate the ability to use the specific language of the discipline, enhancing it through a formally clear, coherent and methodologically well-founded discourse.</li> </ul> </li> <li>• <i>Communication skills</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate the ability to use the specific language of the discipline, enhancing it through a formally clear, coherent and methodologically well-founded discourse.</li> </ul> </li> <li>• <i>Capacities to continue learning</i> <ul style="list-style-type: none"> <li>○ The student is expected to demonstrate the ability to independently learn, address and solve in a personal manner the problems posed by the types of work and archival topics addressed during the course.</li> </ul> </li> </ul>
Final exam and grading criteria	<p>The assessment criteria for each of the learning outcomes as listed above will take into account the level of maturity of the skills the candidate will be able to acquire from both classroom learning and self-study, and his or her ability to express them during attendance and in the examination.</p> <p>The final mark is awarded in thirtieths. The examination is deemed to have been passed when the mark is greater than or equal to 18, according to the following pattern</p> <ul style="list-style-type: none"> <li>- insufficient assessment</li> <li>- 18-21: sufficient assessment</li> <li>- 22-24: fair assessment</li> <li>- 25-27: good assessment</li> <li>- 28-30 (with possible award of distinction): very good or excellent mark.</li> </ul>
<b>Further information</b>	